



**WASHINGTON COUNTY/ST. GEORGE INTERLOCAL
AGENCY (W.C.I.A.) BOARD MEETING MINUTES
November 22, 2022**

In attendance:

Commissioner Adam Snow
Commissioner Victor Iverson
Councilwoman Natalie Larsen
John Willis
Shayne Wittwer

Others:

Steven Scott
Brittany McMichael
Milo Hughes
Janet Montgomery
Carlos Robles
Susana Arias
Tani Downing

Excused:

Mayor Michele Randall
Commissioner Gil Almquist

Call to order: 10 am by Chairman V. Iverson

- 1) **Consideration** of appointment of new W.C.I.A. Board member, John Willis.

Motion to appoint John Willis as a W.C.I.A Board Member

Motion: Commissioner A. Snow

Second: Shayne Wittwer

Motion passes

- 2) **Consideration** to approve W.C.I.A. minutes: Regular Board Meeting: September 27, 2022

Motion to approve September 27, 2022 minutes

Motion: Shayne Wittwer

Second: Commissioner A. Snow

Motion passes

- 3) Financial: presentation by Susana Arias

a. Presentation of 2022 Fraud Risk Assessment

a. Scored 355 which is deemed low risk

b. For additional 20 points added to Risk Assessment optional Ethical Behavior Pledge needs to be notarized and returned by next meeting.

b. Presentation and discussion of amended W.C.I.A. 2022 Budget

a. 2022 budget is as projected, warrant no need to open or amend 2022 Budget.

c. Presentation of tentative W.C.I.A. 2023 Budget

a. In order to balance the Dixie Center budget, as required by law, took from Fund Balance for \$392,820.00

b. Discussion on rising rates across the board, noting that the Dixie Center shaved off \$100,000 in capital projects to help meet budget.

d. **Consideration and Adoption:** *tentative budget*

Motion to adopt tentative budget as is

Motion: Commissioner A. Snow

Second: Councilwoman N. Larsen

One opposed

- Forecasted projections are too low, but will support tentative budget as is.

e. Notice date time location of public hearing

Motion to schedule public hearing for budget December 8, 2022 @ 2 p.m.

Motion: Commissioner A. Snow

Second: Councilwoman N. Larsen

Motion passes

4) Operations

Completed Projects

- a. Wireless capabilities have been added to the Exhibit Hall
- b. Ductwork repair and insulation are complete
- c. Carrier Unit replaced on the museum for the lobby area.
- d. LED lights and controllers replaced in the Exhibit Hall
- e. Notice date time location of public hearing
- f. Cooling Tower Replacement completed
- g. Parking lot work repaved and filled cracks in Vendor and Employee Parking lot completed

Still in progress projects

- h. Lighting on south sidewalk 4 of 6 led street lights purchased and installed.
- i. Door Access System replacement: waiting on card readers and door controllers
- j. Replace recessed grating mats at building entrances
- k. Replace/ Upgrade lighting in Ballroom with adjustable lighting to offer softer lighting
- l. AV projectors and screens upgrades
- m. Replace Chiller
- n. Replace Ballroom D/F Rooftop HVAC
- o. Replace Can lights in Exhibit Hall
- p. Replace Blue Padded Chairs
- q. Replace Podiums

5) Marketing

- a. Projections and revenue are as expected

6) Museum

- a. Revenue above projected expectations
- b. Reopen talks about the future of the museum at a later date

7) Regular Meeting Schedule for 2023 discussion, consideration on November 29.

January 31

May 9

August 29

November 21 and 28

Motion to adopt regular meeting schedule for 2023

Motion: Shayne Wittwer

Second: Commissioner A. Snow

Motion passes

MOTION to adjourn:

Motion: Commissioner A. Snow

Second: Commissioner V. Iverson

Meeting adjourned: 11:11am